



# CITY OF LODI COUNCIL COMMUNICATION

1M

**AGENDA TITLE:** Adopt Resolution Authorizing City Manager to Execute a Master Professional Services Agreement with Ruark and Associates, of San Ramon, for Temporary Engineering Services and to Approve Individual Task Orders

**MEETING DATE:** April 18, 2007

**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** Adopt a resolution authorizing the City Manager to execute a Master Professional Services Agreement with Ruark and Associates, of San Ramon, for temporary engineering services and to approve individual task orders.

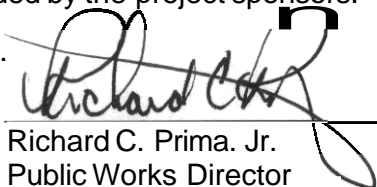
**BACKGROUND INFORMATION:** In an effort to keep pace with the present and projected workload and increasing complexity of the development projects handled by the Public Works Department, and in light of the City Engineer vacancy, staff requests that the City enter into a Master Professional Services Agreement with Ruark and Associates to provide professional staff support services. Individual task orders for future services will be presented to the City Manager for approval. Ruark and Associates currently provide similar services for the cities of Stockton, Lathrop and Tracy. There are several projects, including the Reynolds Ranch/ Blue Shield project, Southwest Gateway project, and Westside project, that require the development of master utility and street alignment plans, finance and implementation plans and public improvement plans, all of which require collaboration, review and approval by Public Works Department staff.

The Master Professional Services Agreement stipulates that each project assignment will be initiated and performed under the terms of a task order containing the scope of work, fee schedule and completion date for the required services. Task Order No. 1 will cover services for Phase 1 of the Reynolds Ranch project, including review and administration of the master utility (water, wastewater, storm drain and recycled water) and street alignment plans and the finance and implementation plan. Payment will be on a time-and-materials basis with a not-to-exceed limit of approximately \$20,000. Task Order No. 2 will be for improvement plan check services for the same project. Additional task orders will be written as necessary for Reynolds Ranch and other projects.

Reimbursement to the City for services covered by the task orders, as well as City staff services, will be provided for under the terms of a reimbursement agreement.

**FISCAL IMPACT:** Funding provided by the project sponsors.

**FUNDING AVAILABLE:** Not applicable.

  
Richard C. Prima, Jr.  
Public Works Director

Prepared by Sharon Welch, Senior Civil Engineer  
RCP/SAW/pmf  
cc: Ruark and Associates

**APPROVED:**   
Blair King, City Manager

RESOLUTION NO. 2007-70

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO EXECUTE  
MASTER PROFESSIONAL SERVICES AGREEMENT  
WITH RUARK AND ASSOCIATES FOR TEMPORARY  
ENGINEERING SERVICES. AND FURTHER  
AUTHORIZING THE CITY MANAGER TO APPROVE  
INDIVIDUAL TASK ORDERS

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NOW, THEREFORE, BE IT RESOLVED that the City Manager is hereby authorized to execute a Master Professional Services Agreement with Ruark and Associates, of San Ramon, California, for temporary engineering services; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to approve individual Task Orders as required.

Dated: April 18, 2007

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I hereby certify that Resolution No. 2007-70 was passed and adopted by the City Council of the City of Lodi in a regular meeting held April 18, 2007, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Hitchcock, Katzakian, Mounce, and Mayor Johnson

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



RANDI JOHL  
City Clerk

CITY COUNCIL

BOB JOHNSON, Mayor  
JOANNE L MOUNCE  
Mayor Pro Tempore  
LARRY O. HANSEN  
SUSAN HITCHCOCK  
PHIL KATZAKIAN

CITY OF LODI  
PUBLIC WORKS DEPARTMENT

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BLAIR KING  
City Manager

RANDI JOHL  
City Clerk

O. STEVEN SCHWABAUER  
City Attorney

RICHARD C. PRIMA, JR.  
Public Works Director

April 11, 2007

Ruark and Associates  
2303 Camino Ramon, Ste. 270  
San Ramon, CA 94583

SUBJECT: Adopt Resolution Authorizing City Manager to Execute a Professional Services Agreement with Ruark and Associates, of San Ramon, for Temporary Engineering Services and to Approve Individual Task Orders

Enclosed is a copy of background information on an item on the City Council agenda of Wednesday, April 18, 2007. The meeting will be held at 7 p.m. in the City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the consent calendar and is usually not discussed unless a Council Member requests discussion. The public is given an opportunity to address items on the consent calendar at the appropriate time.

If you wish to write to the City Council, please address your letter to City Council, City of Lodi, P. O. Box 3006, Lodi, California, 95241-1910. Be sure to allow time for the mail. Or, you may hand-deliver the letter to City Hall, 221 West Pine Street.

If you wish to address the Council at the Council Meeting, be sure to fill out a speaker's card (available at the Carnegie Forum immediately prior to the start of the meeting) and give it to the City Clerk. If you have any questions about communicating with the Council, please contact Randi Johl, City Clerk, at (209) 333-6702.

If you have any questions about the item itself, please call Sharon Welch, Senior Civil Engineer, at (209) 333-6800, extension 2659.



for: Richard C. Prima, Jr.  
Public Works Director

RCP/pmf

Enclosure

cc: City Clerk